

AB-900T00-A : Introduction to Microsoft 365 and AI administration

Course Outline

1. Explore Microsoft 365 security foundations

- Introduction
- Analyze the Zero Trust security model
- Implement Zero Trust in Microsoft 365
- Examine threat protection and intelligence in Microsoft 365
- Explore identity and authentication in Microsoft 365
- Manage access and permissions in Microsoft 365
- Explore identity and access management in Microsoft Entra
- Troubleshoot and monitor identity security
- Module assessment
- Summary

2. Introduction to Microsoft 365 core services and admin controls

- Introduction
- Explore the Microsoft 365 ecosystem and core service components
- Explore the Microsoft 365 admin center and key admin tools
- Examine Microsoft Exchange, Teams, and SharePoint
- Establish security, identity, and compliance foundations
- Assign admin roles using Role-Based Access Control
- Module assessment
- Summary

3. Protect and govern Microsoft 365 data

- Introduction
- Introduction to Microsoft Purview and data governance
- Identify and respond to data risks with Microsoft Purview
- Examine compliance, AI data discovery, and eDiscovery
- Explore oversharing and data access governance in SharePoint
- Explore data protection in Microsoft 365 Copilot
- Module assessment
- Summary

**Explore Microsoft 365 Copilot and
agent administration**

4. Explore Microsoft 365 Copilot and agents

- Introduction
- Introduction to Microsoft 365 Copilot
- What are agents?
- Compare Microsoft 365 Copilot and agents
- Compare Microsoft 365 Copilot licensing models
- Plan and deploy Microsoft 365 Copilot and agents
- Explore real-world use cases for Copilot and agents
- Module assessment
- Summary

5. Perform basic administrative tasks for Microsoft 365 Copilot

- Introduction
- Manage Copilot licenses and pay-as-you-go billing
- Monitor and adjust pay-as-you-go Copilot usage
- Monitor Microsoft 365 Copilot usage and adoption
- Manage and govern Microsoft 365 Copilot prompts
- Apply operational best practices for Microsoft 365 Copilot
- Module assessment
- Summary

6. Perform basic administrative tasks for Microsoft 365 Copilot agents

- Introduction
- Create a Microsoft 365 Copilot Chat agent – Part 1
- Create a Microsoft 365 Copilot Chat agent – Part 2
- Create a SharePoint agent
- Test and edit your agents
- Manage user access and permissions for agents
- Examine agent approval and governance
- Monitor and manage the agent lifecycle
- Module assessment
- Summary